

City of Rockville Summer Camps 2011

General Information

Certification Information

The City of Rockville Department of Recreation and Parks strives to maintain the highest quality programs and professional standards. In conjunction with this goal, the camp program is certified under the State Department of Health and Mental Hygiene and undergoes periodic inspections. As a result of this certification, there are specific policies and procedures the City must follow to comply with regulations:

- **Participant Medical Information Form**

This form will be sent electronically along with other important information and forms prior to the start of each camp session. Please be sure to complete and send the forms with your child on the first day of camp. This form also includes important dismissal information.

- **Prescription/Non-prescription Medication**

If your child will be taking medication during camp hours, specific medical forms must be completed prior to attending. The forms may either be downloaded at www.rockvillemd.gov or call 240-314-8620. These forms must be signed by your physician and sent to camp on the first day.

- **Immunizations**

If your child is not currently attending a school in the State of Maryland, you must provide a copy of proper immunizations upon registration. Note: This will apply particularly to those entering kindergarten.

Age Requirement

Participation in most programs is based on child's age as of Sept. 1, 2011 (per MCPS). Note: Some camps require that children be the appropriate age at the start of the camp. Please see specific camp descriptions for details.

Camp Locations

Locations may be changed due to facility availability and MCPS scheduling. Participants will be notified. Most indoor locations (except MCPS gyms) are air-conditioned.



Holiday

Camp will not be held Monday, July 4. Fees have been prorated.

Rain Days/Red Zone Days

All camps are held rain, shine or red zone days. On red zone days, outdoor programs provide low key activities, water breaks and rest periods. Most dismissal sites will remain as scheduled. Note: Call 240-314-5023, press #2 for updated recorded information.



Lunch

Campers must bring a lunch and drink. Healthy lunches and reusable containers are encouraged. No glass containers please. Campers are not permitted to purchase any food at the pool snack bar. Note: Refrigeration is not available at most sites.

Swimming

Most campers attending two-week camps have a recreational swim period at Rockville Swim and Fitness Center on designated days (see individual camp descriptions). Specific information will be included in the Camp Information Packet, which will be e-mailed approximately 10 days prior the start of camp. Swim Lessons are included in the two-week sessions of Explorers, Bookworms, and Let's Move! (Cost included in camp fee) along with recreational swim and supervised play, Tuesday through Thursday.



Are you a resident?



City residents are those individuals residing within the City's corporate tax limits. Please verify your residency to avoid disappointment. Do not assume that a Rockville mailing address is within the City's corporate tax limits. Proof of residency may be requested, via driver's license or water bill.

240-314-8620 • www.rockvillemd.gov/recreation

Camp Confirmation

Notification of camp status will be e-mailed within one week of registration for those registering by fax or mail.

Camp Closure

Call 240-314-5023 for pre-recorded information to check the status of a camp in the event of weather or other emergency. If camp has to be canceled due to weather or any other reason beyond our control, we will work to provide camp services at an alternate location. If that is not possible, camp will be canceled. Call the number above for the most up-to-date information.

Camp Payments *New*

You may choose to pay in full at the time of registration or select the payment plan option. The payment plan option, which must be chosen at the time of registration, divides the total amount due into four equal payments. 25 percent of the total fees will be due at the time of registration, with the remaining payments due on April 1, May 1 and June 1. You must register early to take advantage of this opportunity as payment due dates will not be changed. For example, if you register for programs in April, 50 percent of the fees will be due, with the remaining installments due May 1 and June 1. If registering for programs in May, 75 percent of the fees will be due, with the remaining installment due June 1.

To sign up for the payment plan option, you must check the payment plan box on the registration form or internet display screen. Payment plans will not be available after June 1. All payment plans will be assessed a 3 percent late fee if the payment is received more than five days after the due date. Outstanding balances as of June 2 may result in the child being withdrawn from the program.

Camp Information Packet *New*

Specific camp details, a schedule of a typical camp day and participant medical information forms will be e-mailed to each registrant approximately 10 days prior to the start of each camp session. Your child must bring the necessary forms on the first day of each session. Forms may be copied. Additional ones may be downloaded at www.rockvillemd.gov/recreation.

Registration Dates

Residents: Wednesday, Jan. 26, 8:30 a.m.

Internet, mail, fax and drop-off registration begins. All registrations received before Jan. 26 will be processed beginning Jan. 26.

Non-residents: Wednesday, Feb. 9, 8:30 a.m.

Internet, mail, fax or drop-off registration begins. All non-resident registrations received before Feb. 9 will be processed beginning Feb 9.

How to Register

Complete camp registration form. A separate form is required for each child. The registration forms may be duplicated. Separate payment is necessary for each family. Each registration is processed separately. Every effort will be made to accommodate requests that children be placed together, though there is no guarantee. Note: Of each camp fee, \$25 is a non-refundable deposit.

- Payment must be made upon registration using credit card or check, made payable to the City of Rockville Note: \$35 returned check charge. Do not send cash. See Camp Payments.
- To assist in placement, indicate second choice camps.
- If camper is placed in their second choice camp, he/she will not be placed on a waiting list for any other camp during that same session.
- Registrations cannot be transferred from one child to another due to waiting lists.

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Registration Information

Four Easy Ways to Register!



Most convenient method.
7 days a week.



1. Online: www.rockvillemd.gov/recreation
click on



(Credit card registrations only)

A family account must be set up prior to online registration option. See page 21 for more details.



2. Fax to:

240-314-8659

(Credit card payments only)



3. Mail to:

Department of Recreation and Parks
City of Rockville, 111 Maryland Ave.,
Rockville, MD 20850

Attn: Registration Desk

Checks payable to City of Rockville

4. Walk-In:

8:30 a.m. - 4:30 p.m.



- Rockville City Hall
- Rockville Swim and Fitness Center
- Rockville Senior Center
- Croydon Creek Nature Center
- Lincoln Park Community Center
- Thomas Farm Community Center
- Twinbrook Community Recreation Center

Note: Due to the number of options associated with camp registration, phone registration is not available. We apologize for any inconvenience.

Photos

The Recreation and Parks Department reserves the right to photograph programs and participants for publicity purposes.



Camp	Dates	Reg. Deadline
Session 1	6/20-7/1	5/26
Session 2	7/5-7/15	6/9
Session 3	7/18-7/29	6/23
Session 4	8/1-8/5	7/7
Session 5	8/8-8/12	7/14
Session 6	8/15-8/19	7/21
Session 7	8/22-8/26	7/28

If deadline has passed, call 240-314-8620 to check the camp status. Late registrations are accepted if space is available. Camps may be canceled due to insufficient enrollment. Decisions will be made by the registration deadline at which time participants will be notified.

Refund Policy

Refund requests must be received, in writing, at least two weeks prior to the start of the program. This allows for accurate decisions on staffing, planning and the purchase of supplies and equipment.

You may choose to have either a credit placed on your recreation account or a refund. Note: Credit or refund requests are refunded less the \$25 non-refundable deposit per program. No refunds will be issued after the two-week deadline.

Transfer Request

Requests from one camp to another are subject to space availability and must be in writing.

Registrations cannot be transferred from one child to another due to wait lists.

Waiting List

- If your desired camp is filled, you will be notified and placed on the wait list and payment returned.
- If you indicate a second choice, you will be placed there if that option is available. You will be notified of via a confirmation letter.
- We will make every effort to accommodate those on the waiting list. When and if an opening becomes available, we will go to the waiting list to fill the camp.

240-314-8620 • www.rockvillemd.gov/recreation

Phyllis Marcuccio, Mayor
Councilmembers

John B. Britton, Piotr Gajewski,
Bridget Donnell Newton, Mark Pierzchala

Scott Ullery, City Manager

Burt Hall, Director of Recreation and Parks

Betsy Thompson, Superintendent of Recreation

Steve Mader, Superintendent of Parks and Facilities

Satisfaction Guarantee

The Department is committed to providing quality programs and facilities. If you are unhappy with a camp program, we want to know! We will suggest another program for your child to try, or if you prefer, we will give you a credit. That's our "Customer Satisfaction Guarantee" to you.

Individuals with disabilities

We encourage individuals with disabilities to register and participate in Rockville recreation programs. To adequately plan for a successful and rewarding experience, contact our office at 240-314-8620 three weeks prior to the activity start date. Ample time is needed to secure auxiliary services and aides. For additional therapeutic program opportunities, contact Montgomery County Department of Recreation at 240-777-4925; TTY 240-777-6974. Upon request, this publication will be made available in alternate formats by contacting the ADA Coordinator at 240-314-8100; TTY 240-314-8137.

Help Send A Kid To Camp!



Rockville Recreation and Parks Foundation

is a 501(c)3 organization established to:

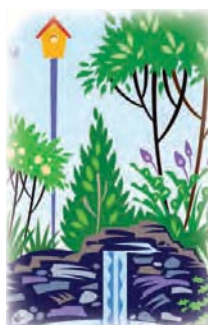
- Improve recreational activities, programs, parks and facilities
- Support the Rockville Youth Recreation Fund
- Assist with fundraising, the acquisition and maintenance of new parks and open space
- Purchase equipment and other amenities for the City's parks and facilities.



Contributions online or mailed to:

107 W. Jefferson St.,
Rockville, MD 20850
www.rrpfi.org • 240-314-8867

Your gift, grant or promised bequest is a tax-deductible contribution.



Recreation & Parks Mission Statement

To promote participation by all Rockville citizens in diverse, interesting and high quality recreational and leisure opportunities in safe, modern and well maintained parks and facilities.

National Gold Medal Winner
Rockville Recreation & Parks
#1 In The Nation
1994



City of Rockville Summer Camps 2011

Frequently Asked Questions

Q: My child will be the correct age for camp by Sept. 1, 2011. May I register?

A: Yes, for most camps, you may register your child for the program as long as he/she is the correct age by Sept. 1, 2011, the age deadline set by MCPS. (See individual camp descriptions for details.)

Q: Can I enroll my child in the same camp all summer?

A: Technically, yes. But please be aware that sessions will be somewhat repetitive. Our experience has been that when a child is repeatedly enrolled in the same camp all summer, they can become bored. One suggestion might be to register for the same camp at the beginning and then later in the summer.

Q: Who are the camp staff who will be supervising my child?

A: Our camp staff is selected for their experience, enthusiasm, desire and ability to work well with children. Staff training includes safety procedures, program planning, skills development and techniques in working with children. Staff is certified in CPR and First Aid training. Reference and background checks, including fingerprinting, are also part of the hiring process.

Q: Will I receive any additional camp information after registering?

A: Yes. Registration confirmations will be e-mailed within one week of registering. Additional information, including the daily schedule with staff names, required forms and other information will be e-mailed to you approximately 10 days prior to the start of each session.

It is important that the main contact listed on your family rockenroll account has an accurate e-mail address. To view your e-mail address we have listed, log-in to your recreation account at www.rockenroll.rockvillemd.gov, then click on "details" next to the main contact. The main contact is noted by *MC. If you need to update any information, click on the help desk e-mail address listed at the bottom of the page.

Frequently Called Numbers

Classes, Camps, Trips	240-314-8620
Cultural Arts Information Line.....	240-314-5006
Directions Line: City Hall, Civic Ctr, Senior Ctr, Swim Ctr.....	240-314-5047
Civic Center: Glenview Mansion, Art Gallery, F. Scott Fitzgerald Theatre	240-314-8660
Climbing Gym	240-314-8643
Croydon Creek Nature Center	240-314-8770
Lincoln Park Comm. Center	240-314-8780
Parks & Facilities Maintenance	240-314-8700
Park & Picnic Rentals	240-314-8660
Rec Line.....(Rain site/red zone cancellation)	240-314-5023
Rec. & Parks Administration	240-314-8601
Recreation Programs	240-314-8620
RedGate Golf Course.....	240-314-8730
 (Registration by phone)	301-762-4284
Rockville Sk8 Park.....	240-314-8643
Rockville Swim and Fitness Center	240-314-8750
Rockville Senior Center	240-314-8800
Special Events(Information/cancellation)	240-314-5022
Sports Line.....(League play cancellation)	240-314-5055
TTY (City Hall)	240-314-8137
Thomas Farm Comm. Center.....	240-314-8840
Twinbrook Comm. Rec. Center.....	240-314-8830
Web site.....	www.rockvillemd.gov/recreation
FAX: Recreation Division.....	240-314-8659

2011 Camp Registration Form

Page 27

One form per child. To ensure prompt registration for your child, fill out the form completely. If information is missing, it may delay registration and the camp may fill.

*Required information

FAMILY INFORMATION:

☐ Resident ☐ Non-resident

*Home Phone _____ Cell Phone _____

*Last Name _____ First Name _____ Date of Birth _____ Work Phone _____ M/F _____

(*Main Contact)

(Second Contact)

*Address: _____

New address? ☐ Y ☐ N Street _____ City _____ State & Zip _____

E-mail _____ *Emergency Contact & Phone _____
(Name Other than Parent) (Phone)

CAMPER INFORMATION:

Last Name _____ First Name _____ Date of Birth _____ M/F _____

* _____

Immunizations up-to-date?

☐ Y ☐ N

Special Needs Participant? Please contact our office at 240-314-8620 three weeks prior to activity.

Camp#	Camp Name	Dates	Fee	Second Choice	Fee
# _____	_____	_____	\$ _____	# _____	\$ _____
# _____	_____	_____	\$ _____	# _____	\$ _____
# _____	_____	_____	\$ _____	# _____	\$ _____
# _____	_____	_____	\$ _____	# _____	\$ _____
# _____	_____	_____	\$ _____	# _____	\$ _____
# _____	_____	_____	\$ _____	# _____	\$ _____
# _____	_____	_____	\$ _____	# _____	\$ _____
# _____	_____	_____	\$ _____	# _____	\$ _____

SUB TOTAL: \$ _____

Contribution to Recreation Fund: \$ _____
(Round off payment to the next easy denomination)

Bus Stop: _____

Fee = Rockville resident/non-resident

TOTAL: \$ _____

Bus transportation available only to those programs displaying this symbol.



PAYMENT METHOD: (check one)

☐ Credit Card (check type) ☐ ☐ Exp. Date: ____ / ____ / ____

Card # _____

Card Holder Name: _____

Signature: _____

☐ Cash (Walk-in only) ☐ Check enclosed \$ _____ # _____

☐ Gift Certificate \$ _____

FOUR EASY WAYS TO REGISTER!



Most Convenient Method. Available 24 hours a day, 7 days a week! (C.C. Registrations Only)

1-Online: www.rockvillemd.gov and click on



2-Fax: 240-314-8659

3-Mail to: Dept. of Recreation and Parks, Registration Desk, City of Rockville, 111 Maryland Ave., Rockville, MD 20850. Make check payable to: City of Rockville

4-Walk-In: City Hall, Swim & Fitness Ctr., Sr. Ctr., Twinbrook CRC, Lincoln Park CC, Thomas Farm CC and Croydon Creek Nature Ctr., 8:30 a.m. - 4:30 p.m.

FOR OFFICE USE ONLY: ☐ Mail in ☐ Walk in ☐ Fax ☐ Drop off Processed by: _____ Date Processed: _____ Total Paid: _____

☐ Check ☐ Cash ☐ Charge ☐ Other _____

Fax to: 240-314-8659



City of Rockville
111 Maryland Avenue
Rockville, Maryland 20850-2364

PRESORTED
STANDARD
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Permit No. 63

ECR WSS
Current Resident

Announcing the

2011 Summer Playgrounds

"Summer Madness!"

June 27 – Aug. 4 • 9:30 a.m. - 3:30 p.m.

Ages 6-12



Locations: Beall Elementary School,
College Gardens Park,
Elwood Smith Park, Fallsgrove
Park, Hillcrest Park, King Farm Park,
Lakewood Elementary School, Maryvale
Park, Montrose Park, Potomac Woods
Park, Woodley Gardens Park.

**Registration
begins
Thursday, May 12**

Join friends at your local neighborhood playground.

Enjoy arts, crafts, sports, games, weekly swim and field trips.

Spend quality time with experienced, creative
and dedicated recreation leaders.

Watch for specific details on fees, activities and schedules in the 2011 Summer Recreation Guide.

For additional information contact: 240-314-8620 • www.rockvillemd.gov/recreation